

Co-operative Federation of Victoria

Minutes of the Board Meeting Held at CPF Ltd. 10.30am Thursday April 13th 2000

Present: D. Griffiths (Chair), J. Luckman, R. Stone, V. Hughes, R. Wilkens, N. Black.

Apologies: V. Ogier.

Resolved: "That the apology be accepted."

1. Minutes of previous meeting.

Resolved: "That the minutes of the board meeting held on 10/2/2000 be confirmed as a true and accurate record of that meeting and duly signed by the Chairman."

2. Transaction of Business outside meeting.

Resolved: "That the resolution circulated to directors under Sec. 216 and attached hereto be recorded in the minutes."

3. Business arising.

3.1 Membership Survey.

The survey report summary was tabled and briefly discussed by the Chairman. It was agreed that the Board would discuss it's recommendations at the next meeting and that the EO and Chairman would prepare a response to the recommendations.

3.2 ICA Membership

The EO advised that the CFNSW had joined the ICA and that budgeting constraints meant that a decision on joining should be reviewed after membership subscriptions renewals become clearer and John Luckman's possible attendance at the ICA meeting in Singapore.

3.3 Co-operative Directors Training Program

Active Learning and Communication Co-op (ALCC) have been engaged to develop a trial program. Ballarat Community Development Centre Co-op. interested in trialling and it was agreed this would be arranged. In response to a question the EO reported that ALCC was keeping to agreed timelines.

3.4 Victorian Co-operative News

EO to discuss distribution arrangements and further differentiation of VCN from NCU try-out with Chris Greenwood.

4. Correspondence:

4.1 Correspondence was tabled and report circulated with agenda.

Resolved: "That correspondence sent be confirmed and correspondence received be accepted."

4.2 Correspondence received from T.Gill and CDS Ltd.

The Chairman reported that he and the EO had discussed the various correspondence received from Tony Gill and CDS Ltd. And both believed there was a need to move on and he suggested a basis for this would be paying Tony's claim for postage and not pursuing petty cash funds owed by Tony or fax machine still held by him.

Resolved: "That pending any further communication from Tony Gill that matters and correspondence concerning his previous role with the Federation be considered closed."

5. Executive Officers Report.

5.1 Proposal for submission to Victorian Government re accelerating Co-operative development.

EO reported a Wodonga meeting attended by various interested persons including Gary Cronan (ACCORD) and Don Kinnersley (CFNSW). The meeting was convened by Neville Anderson (Office of Rural Affairs) who had previously circulated a 'draft' proposal for discussion. Subsequent to the meeting (without discussion with CFV) he delivered a draft proposal to his Office Director.

Vern Hughes, David Griffiths and EO met on 12/4/2000 to discuss CFV response to the draft proposal.

It was decided that a CFV proposal be further developed by these three with final proposal to be circulated to directors for ratification. Proposal in particular to include rationale, detailed costings and anticipated outcomes. It should focus on extending hours of the EO employing a field officer, continuation of VCN as an insert to the NCU aid support for co-operative directors training.

5.2 OFTBA project funding (1998/99)

EO advised he had negotiated with the OFTBA to acquit the unspent funding of \$8000 on a proposal to assist Bush Nursing Hospitals examine the co-operatives option and to conduct workshops for prospective Energy Co-operatives. The funds to be acquitted by 30/6/2000.

The Chairman and EO were asked to finalize allocation of funds and payment to EO based on an hourly negotiated rate and EO to circulate project details to

Director. Director expressed concern that they had not been circulated with a written proposal and the Chairman duly noted their concern.

R. Wilkens and V. Hughes left meeting, resulting – lack of quorum.

The meeting went into committee with any further resolution requiring approval under Sec. 216.

5.3 Insurance services for members

CPS Ltd. has discussed preliminary details of insurance services it is developing. CPS Ltd. has indicated it would be happy to extend arrangements to include CFV members and in-principle support for the proposal was given subject to ratification of a detailed proposal at a later board meeting.

5.4 EO work load.

The Chairman raised the issue, and it was agreed that he and EO to as a matter of urgency discuss and propose resolution to situation whereby EO is working beyond his paid hours. Focus on prioritizing tasks and possibility of increasing paid hours.

6. Financial Report.

6.1 Accounts for Payment.

Resolved : “That accounts for payment as tabled to be approved.”

6.2 Financial Statement.

Resolved: “That the Financial Statement as tabled be accepted.”

6.3 Membership Subscription 1999/2000

EO reported that approximately 50% of members had renewed subscriptions. EO was instructed to follow-up financial members and in particular directly contact those whose subscriptions are \$1500 or higher.

7. Other Business:

7.1 Directors meeting expenses.

EO to implement cash payment of \$25 for directors attending meetings, to apply from 13/4/2000 meeting.

7.2 Membership Applications.

Applications from Avoca & District Co-op Ltd., and North East Telecommunications Co-op Ltd. were accepted.
EO to follow up new members delegates nominations.

7.3 Consumer Co-op Workshop – Barossa Valley, May 10, 11 & 12.

It was decided that EO would not attend.

7.4 New Generation Co-operative material

EO was asked to circulate material sent to him by CFNSW to all directors.

7.5 ICA meeting – Singapore

It was agreed to John Luckman's registration fee for the ICA meeting in Singapore. Pmj

Next meeting – Thursday 15th June 2000.

Co-operative Federation of Victoria Ltd.

Action List – Board Meeting 13/4/2000

| Action | Who | By When |
|--|----------------------------|-------------------------------------|
| Co-op Director Training Trialling Program with Ballarat Community Development Centre Co-op. | EO R. Stone | 31/5/200 |
| Co-op Development Proposal to be circulated to directors | EO Chairman V Hughes | 15/6/2000 |
| Directors Meeting expenses payment process | EO | 15/6/2000 |
| CPS Ltd. Insurance proposal circulated to directors | EO | 15/6/2000 |
| Unpaid membership subscriptions follow-up | EO | Immediate |
| Membership Survey Report - Review recommendations - Develop response - Letter of Thanks to P Martin | Board EO/Chairman EO | 15/6/2000 15/6/2000 immediate |
| OFTBA Funding Project Circulate project details and funding allocation | EO Chairman | 5/5/2000 |
| VCN – distribution and layout discussion With Chris Greenwood | EO | 15/5/2000 |
| EO workload report and recommendation | EO Chairman | 15/6/2000 |
| Co-op members re Consultancy Service CFV Response | EO | Immediate |
| New members to nominate delegates | EO | 15/6/2000 |